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Budget Minutes 06/11/2010

Budget Subcommittee of the Arlington School Committee

Arlington School Committee Room

June 11, 2010

Minutes

ATTENDEES

Committee Members: Leba Heigham, Chair
Jeff Thielman,

Absent: Kirsi Allison-Ampe

Administration: Superintendent Kathleen Bodie
Diane Johnson

Others: Richard Fanning, Finance Committee
Mary Cummings

CALL TO ORDER

The meeting was called to order at 4:27 p.m.

PUBLIC PARTICIPATION

The chair invited public participation. No members of the public wished to share any matters of concern during this portion of the meeting.

REVIEW OF MATERIALS FOR THE FINANCE COMMITTEE PRESENTATION

Dr. Bodie reported that there had been changes over the course of the week and recommended withdrawing the request for additional \$250,000. She stated the Special Education settlements could be worked in to FY11. She also noted a savings of \$125,000 on our utility bill that can be applied for the changes to the Special Education budget. Dr. Bodie noted that this was to keep from competing compete with other town departments for limited funds.

CHART OF ACCOUNTS

Ms. Johnson showed the details of the chart of accounts, including the cost centers, the program codes, and the object codes that tell what it is (textbooks, salary, etc.). She noted that this system would allow us to look at the expenses in many different ways: by school, program, grades, etc. She explained that this system will allow us to see different expenses in many different ways by merging in with the budget details and having the ability to filter in greater detail.

Ms. Johnson stated the system would be up and running by the end of July. She also noted that this system will allow us to move our expenditures into the end of year reports without the typical manpower. In conclusion, Ms. Johnson stated the chart of accounts will help Dr. Bodie manage the system better.

Mr. Thielman asked Ms. Johnson and Dr. Bodie to review policy DI and decide what makes sense in terms of usability and continuity so that we do not have transition issues and loose time and money. He noted the need to put in a system for how the business office will operate and mesh it with the town. The Subcommittee agreed this chart should give the flexibility to produce more or less granulated budgets.

NEW BUSINESS

No members of the Subcommittee or the Administration presented new business items.

NEXT MEETING

Subcommittee members agreed to set the date for the next meeting by email.

ADJOURNMENT

On motion by Mr. Thielman, seconded by Ms. Heigham, the meeting was adjourned at 5:03 p.m. by unanimous vote.

Respectfully submitted by Leba Heigham, approved 9/13/10.